



THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

A. M. E. C. E. A

MAIN EXAMINATION

JANUARY – APRIL 2014 TRIMESTER

FACULTY OF SCIENCE

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

EVENING PROGRAMME

DLIS 125: CIRCULATION AND REFERENCE INFORMATION SERVICES

Date: APRIL 2014

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

- Q1. a) Define the following terms as used in Library Science.
- i) Overdue charge (2 marks)
 - ii) Recall (2 marks)
 - iii) CAS (2 marks)
 - iv) SDI (2 marks)
 - v) Reservations (2 marks)
- b) State the steps to be taken in issuing a library material to a user. (10 marks)
- c) What are the components of a user profile? (5 marks)
- d) What is the importance of a user profile in the library? (5 marks)
- Q2. a) Define the term interlibrary cooperation. (2 marks)
- b) What are the areas that a library can cooperate with other libraries? (3 marks)

- c) State the benefits of interlibrary cooperation. **(5 marks)**
- d) What are the challenges that interlibrary co operations are facing in Kenya? **(5 marks)**
- Q3. a) Explain the meaning of the term indexing? **(2 marks)**
- b) State **THREE** different types of indexes. **(3 marks)**
- d) Explain the purposes for using an index. **(5 marks)**
- d) Enumerate the steps that are followed in an indexing process. **(10 marks)**
- Q4. a) What is information library? **(2 marks)**
- b) What should be included in an information literacy class? **(5 marks)**
- c) Explain how information literacy can be carried out in a library. **(7 marks)**
- d) State the importance of conducting information literacy in a library. **(5 marks)**

END